

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2000

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH
NOTICES**

HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Plan
Agency Identification

PHA Name: The Village Of Grantsburg Housing Authority

PHA Number: WI 071 001

PHA Fiscal Year Beginning: 07/01/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- ☒ Public library
- PHA web site
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- PHA development management offices
- Other (list below)

PHA Identification Section, Page 3

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HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002

PHA Identification Section, Page 4

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5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- X The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The PHA's mission is: (state mission here)

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs are strongly encouraged to identify quantifiable measures of success in reaching their objectives over the course of the 5 Years.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

PHA Goal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:

Acquire or build units or developments

Other (list below)

- X PHA Goal: Improve the quality of assisted housing

Objectives:

- X Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score)
- X Increase customer satisfaction:
 - Concentrate on efforts to improve specific management

functions: (list; e.g., public housing finance;
voucher unit inspections)

- X Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher home ownership program:
- Implement public housing or other home ownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

X PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- X Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

X PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

Increase the number and percentage of employed persons in assisted families:

Provide or attract supportive services to improve assistance recipients' employability:

X Provide or attract supportive services to increase independence for the elderly or families with disabilities.

Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

X PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

X Other:

Adopt any new programs, policies, and procedures as necessary and or feasible to insure safe, decent and affordable housing.

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

1. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

High Performing PHA

☒ **Small Agency (<250 Public Housing Units)**

Administering Section 8 Only

Troubled Agency Plan

2. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

EXECUTIVE SUMMARY

Introduction

The annual plan for the Village of Grantsburg Housing Authority of Grantsburg, Wisconsin provides details about the agency's immediate operations, program participants, programs and services and the agency's strategy for handling operational issues, customer's concerns, and programs and services for the upcoming fiscal year.

Statement of Housing Needs

The housing needs of the families within the service area of the Grantsburg Housing Authority has been ascertained by the use of statistics from the following sources: the current State of Wisconsin Consolidated Plan for the State's Housing Community Development needs; United States of America census data; Burnett County Clerk's office. All statistics are based on 1990 census data-the most recent statistical information available to this office.

The Village of Grantsburg has a total population of 1300 person with a total number of 650 households. Of those households, 28% were below 30% of median income. There were 20% affordable occupant owned or rental units available to serve the needs of these households. There was a total of 51 persons over the age of 65. Of that number, 28 of the 51 persons in Grantsburg that are below poverty level are over the age of 65. The need for additional housing for the elderly poor in Burnett County is quite evident.

The Grantsburg Housing Authority at this time does not have a problem with vacant units. We have, however, had over the past two years a high vacancy rate. Our turnaround rate is sporadic, turnaround being at about two apartments per year.

The minority population in Burnett County is less than 1% and thus has no statistical bearing in regard to the housing needs of any minority group.

The greatest need for affordable housing in Burnett County is among those households at or below 30% of median income. HUD federal targeting requirements are that 40% of all assisted families be in the very low income target range. Currently, the Grantsburg Housing Authority serves 29 elderly families (40%) whose incomes are at or below this target range. The Grantsburg Housing Authority will strive to maintain or increase service at this level. Our primary households are that of elderly. We do, however, house three younger disabled families.

In implementing strategies and policies to maintain and increase affordable housing for the low and very low income residents of Burnett County, the Grantsburg Housing Authority will take into account the following factors: funding constraints, staffing constraints, the extent to which housing needs are being met by other organizations in the community, evidence of housing needs as it may be affected by the 2000 census, HUD regulations, input from the already established Resident Advisory Council, and information obtained during the Public Hearing period for this document.

Statement of Financial Resources

Based upon the previous fiscal year's funding and income resources, the Grantsburg Housing Authority can expect \$2775.00 in Performance Funding Subsidy, \$67,680.00 in rental income, \$500.00 in miscellaneous income, \$ 1307.00 in interest income from investments, and approximately \$40,000.00 Capital Funding under the new CIAP formula allocation for a total of \$ 112,262.00 available to support and administer all applicable programs.

Civil Rights certifications are included in the Plan Certifications of Compliance with the PHA Plans and Related Regulations available for examination before submission to HUD and at the administrative office of the Grantsburg Housing Authority. These documents may be reviewed upon request at 213 W. Burnett Ave., Grantsburg, Wisconsin 54840

Fiscal Audit

The Grantsburg Housing Authority submits to an annual audit under section 5(h)(2) of the United States Housing Act of 1937 (42 USC 1437c[h]). The most recent audit for FYE 6/31/99 was submitted to HUD. There were no findings as a result of the audit.

Conclusion

The Grantsburg Housing Authority submits this Agency Plan with the understanding that it will act as a guide to fulfilling its Mission Statement. By following this Agency Plan, reviewing it on an annual basis and adjusting it according to updated information, needs and regulations, the Grantsburg Housing Authority believes that it will remain an important and viable resource for residents of Burnett County who are in need of safe, decent and affordable housing.

3. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

| Table of Contents | |
|--|---------------|
| | <u>Page #</u> |
| Annual Plan | |
| 4. Executive Summary | 1 |
| 5. Table of Contents | 3 |
| 6. Housing Needs | 6 |
| 7. Financial Resources | 12 |
| 8. Policies on Eligibility, Selection and Admissions | 13 |
| 9. Rent Determination Policies | 21 |

| | | |
|-----|---|----|
| 10. | Operations and Management Policies | 25 |
| 11. | Grievance Procedures | 26 |
| 12. | Capital Improvement Needs | 27 |
| 13. | Demolition and Disposition | 29 |
| 14. | Designation of Housing | 30 |
| 15. | Conversions of Public Housing | 31 |
| 16. | Home ownership | 32 |
| 17. | Community Service Programs | 34 |
| 18. | Crime and Safety | 36 |
| 19. | Pets (Inactive for January 1 PHAs) | 38 |
| 20. | Civil Rights Certifications (included with PHA Plan Certifications) | 39 |
| 21. | Audit | 39 |
| 22. | Asset Management | 39 |
| 23. | Other Information | |

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **separate** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- X Admissions Policy for Deconcentration
- X FY 2000 Capital Fund Program Annual Statement

Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

PHA Management Organizational Chart
 FY 2000 Capital Fund Program 5 Year Action Plan
 Public Housing Drug Elimination Program (PHDEP) Plan

Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review

| Applicable & On Display | Supporting Document | Applicable Plan Component |
|----------------------------|--|------------------------------|
| | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations | 5 Year and Annual Plans |
| | State/Local Government | 5 Year and Annual Plans |

| | | |
|----|--|--|
| | Certification of Consistency with the Consolidated Plan | |
| | Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. | 5 Year and Annual Plans |
| XX | Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction | Annual Plan: Housing Needs |
| XX | Most recent board-approved operating budget for the public housing program | Annual Plan: Financial Resources; |
| XX | Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP] | Annual Plan: Eligibility, Selection, and Admissions Policies |

| | | |
|----|---|--|
| | Section 8 Administrative Plan | Annual Plan: Eligibility, Selection, and Admissions Policies |
| XX | Public Housing Deconcentration and Income Mixing Documentation: 1.PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2.Documentation of the required deconcentration and income mixing analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
| XX | Public housing rent determination policies, including the methodology for setting public housing flat rentsX check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| | Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| | Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan | Annual Plan: Rent Determination |
| XX | Public housing management | Annual Plan: Operations and |

| | | |
|----|---|-----------------------------------|
| | and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) | Maintenance |
| XX | Public housing grievance procedures check here if included in the public housing A & O Policy | Annual Plan: Grievance Procedures |
| | Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan | Annual Plan: Grievance Procedures |
| XX | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year | Annual Plan: Capital Needs |
| XX | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant | Annual Plan: Capital Needs |
| | Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) | Annual Plan: Capital Needs |
| | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public | Annual Plan: Capital Needs |

| | | |
|--|---|---|
| | housing | |
| | Approved or submitted applications for demolition and/or disposition of public housing | Annual Plan: Demolition and Disposition |
| | Approved or submitted applications for designation of public housing (Designated Housing Plans) | Annual Plan: Designation of Public Housing |
| | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act | Annual Plan: Conversion of Public Housing |
| | Approved or submitted public housing homeownership programs/plans | Annual Plan: Home ownership |
| | Policies governing any Section 8 Home ownership program check here if included in the Section 8 Administrative Plan | Annual Plan: Home ownership |
| | Any cooperative agreement between the PHA and the TANF agency | Annual Plan: Community Service & Self-Sufficiency |
| | FSS Action Plan/s for public housing and/or Section 8 | Annual Plan: Community Service & Self-Sufficiency |
| | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports | Annual Plan: Community Service & Self-Sufficiency |

| | | |
|----|--|--|
| | The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) | Annual Plan: Safety and Crime Prevention |
| XX | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit |
| | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| | Other supporting documents (optional)(list individually; use as many lines as necessary) | (specify as needed) |
| | | |
| | | |

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5

being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

| Housing Needs of Families in the Jurisdiction by Family Type | | | | | | | |
|---|---------|----------------|--------|---------|----------------|------|-----------|
| Family Type | Overall | Afford-ability | Supply | Quality | Access-ibility | Size | Loca-tion |
| Income <= 30% of AMI | 41 | | | | | | |
| Income >30% but <=50% of AMI | 28 | | | | | | |
| Income >50% but <80% of AMI | 20 | | | | | | |
| Elderly | 51 | | | | | | |
| Families with Disabiliti es | NA | | | | | | |
| Race/Eth nicity Black | 0 | | | | | | |

| | | | | | | | |
|------------------------------|--|--|--|--|--|--|--|
| Race/Ethnicity Am. Indian | | | | | | | |
| Race/Ethnicity Asian | | | | | | | |
| Race/Ethnicity Other | | | | | | | |

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

☒ Consolidated Plan of the Jurisdiction/s

Indicate year: 1995

☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
American Housing Survey data

Indicate year:

Other housing market study

Indicate year:

☒ Other sources: (list and indicate year of information)
Burnett County Clerk's Office - 1993 data

3. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| Housing Needs of Families on the Waiting List | | | |
|--|---------------|---------------------|-----------------|
| Waiting list type: (select one) Section 8 tenant-based assistance | | | |
| X Public Housing Combined Section 8 and Public Housing | | | |
| Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 12 | | 2 |
| Extremely low income <=30% AMI | 3 | | |
| Very low income(>30% but <=50% AMI) | 6 | | |
| Low income(>50% but <80% AMI) | 3 | | |
| Families with children | 0 | 0% | |
| Elderly families | 12 | 100% | |
| Families with Disabilities | 0 | 0% | |
| Race/ethnicity | BL - 0 | 0% | |

| | | | |
|---|--------|------|--|
| Race/ethnicity | AI - 0 | 0% | |
| | | | |
| Race/ethnicity | AS - 0 | 0% | |
| | | | |
| Race/ethnicity | HI - 0 | 0% | |
| | | | |
| | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | 32 | 100% | |
| | | | |
| 2 BR | 0 | 0% | |
| | | | |
| 3 BR | 0 | 0% | |
| | | | |
| 4 BR | 0 | 0% | |
| | | | |
| 5 BR | 0 | 0% | |
| | | | |
| 5+ BR | 0 | 0% | |
| | | | |
| Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes | | | |

| |
|---|
| |
| C. Strategy for Addressing Needs |
| Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list IN THE UPCOMING YEAR , and the Agency's reasons for choosing this strategy. |
| |
| (1) Strategies |
| Need: Shortage of affordable housing for all eligible populations |
| |
| Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by: |
| Select all that apply |
| <div style="margin-left: 40px;"><input checked="" type="checkbox"/> Employ effective maintenance and management policies to minimize the number of public housing units off-line</div> |
| <div style="margin-left: 40px;"><input checked="" type="checkbox"/> Reduce turnover time for vacated public housing units</div> |
| <div style="margin-left: 40px;"><input type="checkbox"/> Reduce time to renovate public housing units</div> |
| <div style="margin-left: 40px;"><input type="checkbox"/> Seek replacement of public housing units lost to the inventory through mixed finance development</div> |
| <div style="margin-left: 40px;"><input type="checkbox"/> Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources</div> |
| <div style="margin-left: 40px;"><input type="checkbox"/> Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction</div> |
| <div style="margin-left: 40px;"><input checked="" type="checkbox"/> Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required</div> |
| <div style="margin-left: 40px;"><input type="checkbox"/> Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration</div> |
| <div style="margin-left: 40px;"><input type="checkbox"/> Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program</div> |
| <div style="margin-left: 40px;"><input type="checkbox"/> Participate in the Consolidated Plan development process to ensure coordination with broader community strategies</div> |

Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

Apply for additional section 8 units should they become available

Leverage affordable housing resources in the community through the creation of mixed - finance housing

Pursue housing resources other than public housing or Section 8 tenant-based assistance.
Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

Employ admissions preferences aimed at families with economic hardships
Adopt rent policies to support and encourage work
Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

Employ admissions preferences aimed at families who are working

Adopt rent policies to support and encourage work
Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

Seek designation of public housing for the elderly

Apply for special-purpose vouchers targeted to the elderly,
should they become available

Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

Seek designation of public housing for families with disabilities

☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

Apply for special-purpose vouchers targeted to families with disabilities, should they become available

Affirmatively market to local nonprofit agencies that assist families with disabilities

Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

Market the section 8 program to owners outside of areas of poverty /minority concentrations

Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

☒ Funding constraints

☒ Staffing constraints

Limited availability of sites for assisted housing

☒ Extent to which particular housing needs are met by other organizations in the community

☒ Evidence of housing needs as demonstrated in the

Consolidated Plan and other information available to the PHA

Influence of the housing market on PHA programs

Community priorities regarding housing assistance

Results of consultation with local or state government

☒ Results of consultation with residents and the Resident Advisory Board

Results of consultation with advocacy groups

Other: (list below)

4. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

| Financial Resources: Planned Sources and Uses | | |
|--|-------------------|---------------------|
| | | |
| Resources | Planned \$ | Planned Uses |
| | | |
| Federal Grants (FY 2000 grants) | | |
| | | |
| Public Housing Operating Fund | 70,250.00 | |
| | | |
| Public Housing Capital Fund | 40,000.00 | |
| | | |
| | | |
| Section 8 E VI Revitalization | | |
| | | |
| Section 8 E VI Demolition | | |
| | | |
| Equal Contributions for Section 8 Tenant-Based Assistance | | |
| | | |
| Public Housing Drug Elimination Program (including any Technical Assistance funds) | | |
| | | |
| Identify Opportunity and | | |

FY 2000 Annual Plan Page **27** HUD 50075

OMB Approval No: 2577-0226
Expires: 03/31/2002

| | | |
|---------------------------------|------------|------------|
| laneous income | 500.00 | operations |
| | | |
| | | |
| on-federal sources (list below) | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| resources | 179,737.00 | |
| | | |
| | | |
| | | |
| | | |
| | | |

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

☐ When families are within a certain number of being offered a unit: (state number)

☒ X When families are within a certain time of being offered a unit: (state time)

Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☒ Other: References from former landlords

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list

Sub-jurisdictional lists

- ☒ Site-based waiting lists

Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office

PHA development site management office

Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if

not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?

If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously

If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

PHA main administrative office

All PHA development management offices

Management offices at developments with site-based waiting lists

At the development to which they would like to apply

Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

X One

Two

Three or More

b. X Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

X Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

Emergencies

Over housed

Under housed

Medical justification

Administrative reasons determined by the PHA (e.g., to permit modernization work)

Resident choice: (state circumstances below)

Other: (list below)

14. Preferences

1. X Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

15. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

X Involuntary Displacement (Disaster, Government Action, Action of Housing

Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

X Substandard housing

X Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

2 Involuntary Displacement (Disaster, Government Action, Action of Housing

Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

2 Substandard housing

1 Homelessness

High rent burden

Other preferences (select all that apply)

Working families and those unable to work because of age or disability

Veterans and veterans' families

Residents who live and/or work in the jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)
 Households that contribute to meeting income requirements (targeting)
 Those previously enrolled in educational, training, or upward mobility programs
 Victims of reprisals or hate crimes
 Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:
 The PHA applies preferences within income tiers

X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
 X The PHA-resident lease
 X The PHA's Admissions and (Continued) Occupancy policy

PHA briefing seminars or written materials
 Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
 X At an annual reexamination and lease renewal
 X Any time family composition changes
 X At family request for revision
 Other (list)

(6) Deconcentration and Income Mixing

a. Yes X No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

| | |
|----|---|
| b. | Yes <input checked="" type="checkbox"/> No: Did the PHA adopt any changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing? |
| c. | If the answer to b was yes, what changes were adopted? (select all that apply) |
| | Adoption of site-based waiting lists If selected, list targeted developments below: |
| | Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments If selected, list targeted developments below: |
| | Employing new admission preferences at targeted developments If selected, list targeted developments below: |
| | Other (list policies and developments targeted below) |
| | |
| d. | Yes <input checked="" type="checkbox"/> No: Did the PHA adopt any changes to other policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing? |
| e. | If the answer to d was yes, how would you describe these changes? (select all that apply) |
| | Additional affirmative marketing Actions to improve the marketability of certain developments |
| | Adoption or adjustment of ceiling rents for certain developments |
| | Adoption of rent incentives to encourage deconcentration of poverty and income-mixing |
| | Other (list below) |
| f. | Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply) |
| | X Not applicable: results of analysis did not indicate a need |

for such efforts

List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

X Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other (list below)

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective

landlords? (select all that apply)

Criminal or drug-related activity

Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

PHA main administrative office

Other (list below)

(3) Search Time

- a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

(4) Admissions Preferences

- a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8**)

assistance programs)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence
Substandard housing
Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

Working families and those unable to work because of age or disability

Veterans and veterans' families

Residents who live and/or work in your jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)

Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

| | |
|--|--|
| Former Federal preferences | |
| | Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) |
| <p>Victims of domestic violence</p> <p>Substandard housing</p> <p>Homelessness</p> <p>High rent burden</p> <p>Other preferences (select all that apply)</p> <p>Working families and those unable to work because of age or disability</p> <p>Veterans and veterans' families</p> <p>Residents who live and/or work in your jurisdiction</p> <p>Those enrolled currently in educational, training, or upward mobility programs</p> <p>Households that contribute to meeting income goals (broad range of incomes)</p> <p>Households that contribute to meeting income requirements (targeting)</p> <p>Those previously enrolled in educational, training, or upward mobility programs</p> <p>Victims of reprisals or hate crimes</p> <p>Other preference(s) (list below)</p> <p>4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)</p> <p>Date and time of application</p> <p>Drawing (lottery) or other random choice technique</p> <p>5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)</p> <p>This preference has previously been reviewed and approved by HUD</p> <p>The PHA requests approval for this preference through this PHA Plan</p> <p>6. Relationship of preferences to income targeting requirements: (select one)</p> <p>The PHA applies preferences within income tiers</p> | |

Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

The Section 8 Administrative Plan

Briefing sessions and written materials

Other (list below)

16. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

Through published notices

Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)

X The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

\$0

\$1-\$25

\$26-\$50

2. Yes ☐ No: ☒ Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

17.Rents set at less than 30% than adjusted income

1. Yes ☐ No: ☐ Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

| | |
|--|---|
| | |
| | For household heads For other family members For transportation expenses For the non-reimbursed medical expenses of non-disabled or non-elderly families Other (describe below) |
| | |
| e. Ceiling rents | |
| | |
| 1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one) Yes for all developments Yes but only for some developments X No | |
| 2. For which kinds of developments are ceiling rents in place? (select all that apply) For all developments | |
| | For all general occupancy developments (not elderly or disabled or elderly only) |
| For specified general occupancy developments For certain parts of developments; e.g., the high-rise portion For certain size units; e.g., larger bedroom sizes Other (list below) | |
| 3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply) Market comparability study Fair market rents (FMR) 95 th percentile rents 75 percent of operating costs 100 percent of operating costs for general occupancy (family) developments Operating costs plus debt service | |

The "rental value" of the unit
Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

Never

☒ At family option

☒ Any time the family experiences an income increase

Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____

☒ Other: Any time family experiences an income decrease

g. Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

18. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

The section 8 rent reasonableness study of comparable housing
Survey of rents listed in local newspaper

Survey of similar unassisted units in the neighborhood

☒ Other: We did a comparative summary of similar housing in the area

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

At or above 90% but below 100% of FMR

100% of FMR

Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

The PHA has chosen to serve additional families by lowering the payment standard

Reflects market or submarket

Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

Reflects market or submarket

To increase housing options for families

Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

Annually

Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

\$0

\$1-\$25

X \$26-\$50

b. Yes X No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.
(select one)

An organization chart showing the PHA's management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

•List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

| Program Name | Number of Families Served at Year Beginning | Expected Turnover |
|--------------------|---|-------------------|
| | | |
| Housing | | |
| | | |
| Section 8 Vouchers | | |
| | | |
| | | |

| | | | |
|--|---|--|--|
| | Section 8 Certificates | | |
| | | | |
| | Section 8 Mod Rehab | | |
| | | | |
| | Section 8 Purpose Section 8 Certificates/Vouchers (list individually) | | |
| | | | |
| | Housing Drug Elimination Program (PHDEP) | | |
| | | | |
| | | | |
| | | | |
| | Federal Programs(list individually) | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

19. **PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

20. **Public Housing**

1. Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
☒ PHA main administrative office
PHA development management offices
Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
PHA main administrative office
Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

X The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)
TABLE LIBRARY

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **or** by completing and attaching a properly updated HUD-52834.

a. Yes X No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

| |
|--|
| The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name |
|--|

| |
|------|
| -or- |
|------|

| |
|---|
| The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here) |
|---|

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

| | |
|-----------|--|
| Yes X No: | a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary) |
|-----------|--|

| |
|--|
| b) Status of HOPE VI revitalization grant (complete one set of questions for each grant) |
|--|

- | |
|---|
| 1. Development name: 2. Development (project) number: 3. Status of grant: (select the statement that best describes the current status) |
|---|

| |
|--|
| Revitalization Plan under development Revitalization Plan submitted, pending approval Revitalization Plan approved |
|--|

| |
|---|
| Activities pursuant to an approved Revitalization Plan underway |
|---|

| | |
|-----------|--|
| Yes X No: | c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? |
|-----------|--|

| |
|--|
| If yes, list development name/s below: |
|--|

| | |
|-----------|--|
| Yes X No: | d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? |
|-----------|--|

| |
|--|
| If yes, list developments or activities below: |
|--|

| | |
|-----------|--|
| Yes X No: | e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? |
|-----------|--|

If yes, list developments or activities below:

21. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes X No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

| Demolition/Disposition Activity Description | |
|---|--|
| | |
| name: 1b. Development (project) number: | |
| | |
| Demolition Disposition | |
| | |
| tus (select one) Approved Submitted, pending approval Planned application | |
| | |
| on approved, submitted, or planned for submission: (DD/MM/YY) | |
| | |

| |
|--|
| s affected: 6. Coverage of action (select one) Part of the development Total development |
|--|

| |
|--|
| ctivity: a. Actual or projected start date of activity: b. Projected end date of activity: |
|--|

22. **Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

| |
|---|
| |
| Designation of Public Housing Activity Description |
| |
| |
| name: 1b. Development (project) number: |
| |
| pe: Occupancy by only the elderly Occupancy by families with disabilities Occupancy by only elderly families and families with disabilities |
| |
| tus (select one) Approved; included in the PHA's Designation Plan Submitted, pending approval Planned application |
| |
| gnation approved, submitted, or planned for submission: (DD/MM/YY) |
| |
| will this designation constitute a (select one) New Designation Plan Revision of a previously-approved Designation Plan? |
| |
| s affected: |
| action (select one) Part of the development Total development |

24. **Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes X No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined

submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description

name: 1b. Development (project) number:

status of the required assessment? Assessment underway
Assessment results submitted to HUD Assessment results approved by HUD (if marked, proceed to next question) Other (explain below)

Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

Conversion Plan (select the statement that best describes the current status) Conversion Plan in development Conversion Plan submitted to HUD on: (DD/MM/YYYY) Conversion Plan approved by HUD on: (DD/MM/YYYY) Activities pursuant to HUD-approved Conversion Plan underway

How requirements of Section 202 are being satisfied by means other than conversion (select one) Units addressed in a pending or approved demolition application (date submitted or approved:) Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) Requirements no longer applicable: vacancy rates are less than 10 percent Requirements no longer applicable: site now has less than 300 units Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Home ownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

**Public Housing Home ownership Activity Description
(Complete one for each development affected)**

name: 1b. Development (project) number:

Authority: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)

Status: (select one) Approved; included in the PHA's Home ownership Plan/Program Submitted, pending approval Planned application

Home ownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)

Developments affected:

Portion affected: (select one) Part of the development Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Home ownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership

| | |
|---|---|
| option? | |
| | <p>If the answer to the question above was yes, which statement best describes the number of participants? (select one)</p> <p>25 or fewer participants 26 - 50 participants 51 to 100 participants more than 100 participants</p> |
| b. PHA-established eligibility criteria Yes <input checked="" type="checkbox"/> No: Will the PHA's program have eligibility criteria for participation in its Section 8 Home ownership Option program in addition to HUD criteria? | |
| | <p>If yes, list criteria below:</p> <p>26. PHA Community Service and Self-sufficiency Programs</p> |
| <p>[24 CFR Part 903.7 9 (l)] Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.</p> | |
| A. PHA Coordination with the Welfare (TANF) Agency | |
| 1. Cooperative agreements: Yes <input checked="" type="checkbox"/> No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)? | |
| | <p>If yes, what was the date that agreement was signed? <u>DD/MM/YY</u></p> |
| 2. Other coordination efforts between the PHA and TANF agency (select all that apply) <input checked="" type="checkbox"/> Client referrals <input checked="" type="checkbox"/> Information sharing regarding mutual clients (for rent determinations and otherwise) | |

| |
|---|
| Coordinate the provision of specific social and self-sufficiency services and programs to eligible families |
| Jointly administer programs Partner to administer a HUD Welfare-to-Work voucher program |
| Joint administration of other demonstration program |
| Other (describe) |

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| B. Services and programs offered to residents and participants |
|---|

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|--------------------|
| (1) General |
|--------------------|

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| <p>a. Self-Sufficiency Policies</p> <p>Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)</p> <p><input checked="" type="checkbox"/> Public housing rent determination policies</p> <p><input checked="" type="checkbox"/> Public housing admissions policies</p> |
|---|

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| <p>Section 8 admissions policies</p> <p>Preference in admission to section 8 for certain public housing families</p> <p>Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA</p> <p>Preference/eligibility for public housing homeownership option participation</p> <p>Preference/eligibility for section 8 homeownership option participation</p> <p>Other policies (list below)</p> |
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| b. Economic and Social self-sufficiency programs |
|---|

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|---|
| <p>Yes <input checked="" type="checkbox"/> No:</p> <p>Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be</p> |
|---|

altered to facilitate its use.)

| | |
|--|--|
| <p align="center">Services and Programs</p> | |
|--|--|

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation

| | Required Number of Participants (start of FY 2000 Estimate) | Actual Number of Participants (As of: DD/MM/YY) |
|--|---|---|
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b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
Informing residents of new policy on admission and reexamination
Actively notifying residents of new policy at times in addition to admission and reexamination.
Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of

information and coordination of services
Establishing a protocol for exchange of information with all appropriate TANF agencies
Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

High incidence of violent and/or drug-related crime in some or all of the PHA's developments
High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
Residents fearful for their safety and/or the safety of their children
Observed lower-level crime, vandalism and/or graffiti
People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

Safety and security survey of residents
Analysis of crime statistics over time for crimes committed "in and around" public housing authority

Analysis of cost trends over time for repair of vandalism and removal of graffiti
 Resident reports
 PHA employee reports
 Police reports
 Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
 Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
 Crime Prevention Through Environmental Design
 Activities targeted to at-risk youth, adults, or seniors
 Volunteer Resident Patrol/Block Watchers Program
 Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
 Police provide crime data to housing authority staff for analysis and action
 Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
 Police regularly testify in and otherwise support eviction cases
 Police regularly meet with the PHA management and

residents

Agreement between PHA and local law enforcement agency
for provision of above-baseline law enforcement services

Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Yes No: Is the PHA eligible to participate in the PHDEP in the
fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2000 in
this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment
Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Grantsburg Housing Authority has an established Pet Policy that allows for tenants to have one pet in their unit. Tenants with pets must provide an additional security deposit, proof of appropriate pet licensing with the Village of Grantsburg and proof of all proper shots and vaccinations. The full pet policy may be viewed at the office of the Village of Grantsburg Housing Authority, 213 W. Burnett Ave., Grantsburg, Wisconsin 54840.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. X Yes No: Is the PHA required to have an audit conducted

under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)

2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?

3. ☐ Yes ☒ No: Were there any findings as the result of that audit?

4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?

If yes, how many unresolved findings remain? _____

5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

27. What types of asset management activities will the PHA undertake? (select all that apply)

☐ Not applicable

☐ Private management

☐ Development-based accounting

☐ Comprehensive stock assessment

☐ Other: (list below)

3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
Attached at Attachment (File name)
Provided below:
3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. X Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)
3. Description of Resident Election Process
 - a. Nomination of candidates for place on the ballot: (select all that apply)

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA

| | |
|--|---|
| assistance | |
| | Self-nomination: Candidates registered with the PHA and requested a place on ballot |
| Other: (describe) b. Eligible candidates: (select one) Any recipient of PHA assistance Any head of household receiving PHA assistance Any adult recipient of PHA assistance Any adult member of a resident or assisted family organization Other (list) c. Eligible voters: (select all that apply) <input checked="" type="checkbox"/> All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance) Representatives of all PHA resident and assisted family organizations Other (list) | |
| C. Statement of Consistency with the Consolidated Plan For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary). 1. Consolidated Plan jurisdiction: (provide name here) STATE OF WISCONSIN 2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply) <input checked="" type="checkbox"/> The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s. The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan. The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan. | |
| <input checked="" type="checkbox"/> Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below) Other: (list below) | |

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

**DECONCENTRATION POLICY OF THE HOUSING AUTHORITY
OF THE VILLAGE OF GRANTSBURG, WISCONSIN**

The Grantsburg Housing Authority of Grantsburg Wisconsin consists of 1 project with 32 elderly/disabled units housed in one building known as Crexway Court Apartments. The analysis of all units under the jurisdiction of the Grantsburg Housing Authority indicates that there is no concentration of poverty in any area. Crexway Court Apartments has 32 1-bedroom units for elderly/disabled individuals and couples. There is a mix of tenants at various levels of income with over 35% at or below 30% of median income. The results of the current occupancy analysis indicate that no further action is needed in the area of deconcentration of poverty by this agency. The Grantsburg Housing Authority will target new admissions to ensure that concentrations of poverty do not become an issue of concern for this agency.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

**PHA Plan
Table Library**

**Component 7
Capital Fund Program Annual Statement
Parts I, II, and III**

| | | | | |
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| al Statement | | | | |
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Capital Fund Program (CFP) Part I: Summary

Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

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| Line No. | Summary by Development Account | Total Estimated Cost | |
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| 1 | Non-CGP Funds | | |
| | | | |
| | | | |
| 2 | Operations | | |
| | | | |
| | | | |
| 3 | Management Improvements | | |
| | | | |
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| 4 | Administration | | |
| | | | |
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| 5 | Audit | | |
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Table Library

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| 6 | Liquidated Damages | |
| | | |
| | | |
| 7 | Fees and Costs | |
| | | |
| | | |
| 8 | Site Acquisition | |
| | | |
| | | |
| 9 | Site Improvement | |
| | | |
| | | |
| 10 | Dwelling Structures | |
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| | | |
| 11 | Dwelling Equipment -Nonexpendable | |
| | | |
| | | |
| 12 | Nondwelling Structures | |
| | | |
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| 13 | Nondwelling Equipment | |
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| | | |
| 14 | Demolition | |
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| 15 | Replacement Reserve | |
| | | |
| | | |
| 16 | Moving to Work Demonstration | |
| | | |
| | | |
| 17 | Relocation Costs | |
| | | |
| | | |
| 18 | Mod Used for Development | |
| | | |
| | | |
| 19 | Contingency | |
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Table Library

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Table Library

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[illegible]

Global Fund Program (CFP) - Part III: Implementation Schedule

All Funds Obligated
(Quarter Ending Date)

[illegible]

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

| Optional 5-Year Action Plan Tables | | | |
|------------------------------------|---|------------------------|-------------------------|
| | | | |
| Development Number | Development Name (or indicate PHA wide) | Number of Vacant Units | Location in Development |
| | | | |
| | | | |
| | | | |

| Description of Needed Physical Improvements or Management Improvements | Estimated Cost | | Planned Start Date (PHA Fiscal Year) |
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| estimated cost over next 5 years | | |
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Table Library

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management

| Development Identification | | Activity Description | | | | | | |
|----------------------------|--|--|--|--|--|--|--|--|
| Number, and location | | Fund Program Parts II and III Component 7a | | | | | | |
| andType of units | | Component 7b | | | | | | |
| | | Component 8 | | | | | | |
| | | Component 9 | | | | | | |
| | | Component 10 | | | | | | |
| | | Component 11a | | | | | | |
| | | Component 17 | | | | | | |
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Table Library

**THE HOUSING AUTHORITY OF THE
VILLAGE OF GRANTSBURG, WISCONSIN
213 W. BURNETT AVENUE
GRANTSBURG, WI 54840**

FIVE YEAR PLAN

FYB 7/1/00 - FYB 7/1/04

ANNUAL PLAN

FYB 7/1/00

JUDY JANKE, EXECUTIVE DIRECTOR

BOARD OF COMMISSIONERS:

JOHN SAUERBER, CHAIRMAN
JEFF SCHINZING, VICE-CHAIRMAN
WALTER CHRISTIAN, COMMISSIONER
MYRON CARLSON, COMMISSIONER
LOUISE KIMBEL, COMMISSIONER

**ANNUAL PLAN
FISCAL YEAR 7/1/00 - 6/31/00**

The Annual Plan of the Village of Grantsburg Housing Authority includes an Executive Summary, the contents of which contains detailed and comprehensive information in the following areas: Housing needs in Burnett County, financial resources available to this agency to address those needs, policies on eligibility, selection and admission of tenants, rent determinations policies, grievance procedures, capital funding, designation of housing, crime and safety, pet policy, Civil Rights Certification (included with PHA Plan Certification), audit report information for FYE 6/31/99, asset management and other pertinent information. The Annual Plan also includes documentation and attachments for all points where applicable.

1. STATEMENT OF HOUSING NEEDS

The housing needs of the families within the service area of the Grantsburg Housing Authority has been ascertained by the use of statistics from the following sources: the current State of Wisconsin Consolidated Plan for the State's Housing Community Development needs; United States of America census data; Burnett County Clerk's office. All statistics are based on 1990 census data-the most recent statistical information available to this office.

The Village of Grantsburg has a total population of 1300 person with a total number of 650 households. Of those households, 28% were below 30% of median income. There were 20% affordable occupant owned or rental units available to serve the needs of these households. There was a total of 51 persons over the age of 65. Of that number, 28 of the 51 persons in Grantsburg that are below poverty level are over the age of 65. The need for additional housing for the elderly poor in Burnett County is quite evident.

The Housing Authority of the Village of Grantsburg at this time does not have a problem with vacant units. We have, however, had over the past two years a high vacancy rate. Our turnaround rate is sporadic, turnaround being at about two apartments per year.

The minority population in Burnett County is less than 1% and thus has no statistical bearing in regard to the housing needs of any minority group.

The greatest need for affordable housing in Burnett County is among those households at or below 30% of median income. HUD federal targeting requirements are that 40% of all assisted families be in the very low income target range. Currently, the Grantsburg Housing Authority serves 30 elderly families (40%) whose incomes are at or below this target range. The Grantsburg Housing Authority will strive to maintain or

increase service at this level. Our primary households are that of elderly. We do, however, house three younger disabled families.

While serving the very low income population, the Grantsburg Housing Authority will also adopt rent policies that support and encourage employment and self-sufficiency.

In implementing strategies and policies to maintain and increase affordable housing for the low and very low income residents of Burnett County, the GHA will take into account the following factors: funding constraints, staffing constraints, the extent to which housing needs are being met by other organizations in the community, evidence of housing needs as it may be affected by the 2000 census, HUD regulations, input from the already established resident advisory council, and information obtained during the Public Hearing period for this document.

2. STATEMENT OF FINANCIAL RESOURCES

Based upon the previous fiscal year's funding and income resources, the Grantsburg Housing Authority can expect a total of \$ 2775.00 in Performance Funding Subsidy, \$67,680.00 in rental income, \$500.00 in miscellaneous income, \$ 1307.00 in interest income from investments, and approximately \$40,000.00 Capital Funding under the new CIAP formula allocation for a total of \$ 112,262.00 available funds to support and administer all applicable programs.

3. POLICIES GOVERNING ELIGIBILITY, SELECTION AND ADMISSIONS

All admissions and continued occupation policies of the Village of Grantsburg Housing Authority are contained in the Policy Manual available upon request at the Grantsburg Housing Authority's office located at 213 W. Burnett Ave., Grantsburg, WI 54840.

This agency does a preliminary evaluation of eligibility upon receipt of application. Specifically, this office looks at family income to determine whether or not it falls within HUD guidelines. Further eligibility is determined when families are under consideration for housing. This usually coincides with this office receiving a 30-day Notice to Vacate given by a tenant of any given unit and for which the applicant is eligible.

The following non-income factors are used to establish eligibility for admission to Public Housing: criminal or drug-related activity, rental history, former landlord references, indebtedness to other PHA's. A criminal background check is conducted with local and state law enforcement agencies.

The waiting list for housing with the Grantsburg Housing Authority can be found at the GHA office. Any interested person may apply at the main office. Applications will also be mailed out to those requesting this option. If an applicant is offered a unit and refused it for other than medical or hardship reasons, their application is moved to the bottom of the waiting list.

The Grantsburg Housing Authority has adopted admissions preference so that at least 40% of all new admissions are at or below 30% of median income for Burnett County.

The Grantsburg Housing Authority will transfer tenants to a different unit for the following reasons: handicapped/medical necessity, families that request a larger apartment, and the need for rehab of a unit that can only be done if the unit is vacant.

The Grantsburg Housing Authority of the Village of Grantsburg has established the following preferences for admission over and above the time of application: involuntary displacement, substandard housing, and homelessness. Homelessness receives priority for selection with all other factors receiving equal consideration. The pool of applicants for the Grantsburg Housing Authority ensures that income-targeting requirements are currently being met. In the event that there is a shortage of applications meeting this requirement, the GHA will place advertisements in local paper seeking applicants who meet these criteria.

Information regarding the rules of occupancy of public housing is included in the lease the Admissions and Occupation Policy that is given to each tenant at the time of lease signing.

All tenants must notify the GHA of any changes in family composition or family income within ten days of such a change, at the time of annual rectification and lease renewal or at the family's request for review and revision.

The analysis of all units under the jurisdiction of the GHA to determine whether or not there were concentrations of poverty indicates that there is no such concentration. Crexway Court apartments, a 32 unit building for elderly/disabled individuals and couples, has a mix of tenants at various levels of income with over half at or below 30% of median income.

4. RENT DETERMINATION POLICIES

Rent determined as follows: policy established minimum based rent of \$45.00 or income based rent of 30% of adjusted gross income, whichever is higher. The GHA uses the adjusted gross income formula to determine rent. The GHA has adopted a flat rent policy of \$518.00.

All changes in income must be reported within ten days of such a change. If income declines, rent will be adjusted accordingly for the next rent period. If income increases, the tenant is given a two month grace period before rent is increased.

5. OPERATIONS AND MANAGEMENT

The Grantsburg Housing Authority as a small agency with less than 250 units, is exempt

from completing this section of the Agency Plan.

6. GRIEVANCE PROCEDURES

The Grantsburg Housing Authority as a small agency with less than 250 units, is exempt from completing this section of the Agency Plan. All grievance policies and procedures of the Grantsburg Housing Authority are contained in the Policy Manual which is available upon request at the GHA office located at Crexway Court, 213 W. Burnett Ave., Grantsburg, Wisconsin 54840.

7. CAPITAL IMPROVEMENT FUNDS

The Grantsburg Housing Authority has chosen to place all Capital Funds into Operations. We are currently taking strides to combining two of our smaller units into 1 larger unit.

8. DEMOLITION AND DISPOSITION

The Grantsburg Housing Authority of the Village of Grantsburg, Wisconsin does not plan to conduct any demolition or disposition activities pursuant to Section 18 of the United States Housing Act of 1937 during this fiscal year.

9. DESIGNATION OF PUBLIC HOUSING FOR OCCUPANCY BY ELDERLY

FAM

The Grantsburg Housing Authority has designated or applied for approval to designate any of its Public Housing units for occupancy only by elderly families or families with disabilities or families or elderly families with disabilities as provided in Section 7 of the United States Housing act of 1937 (42 USC 1437e).

10. CONVERSION OF PUBLIC HOUSING TO TENANT-BASED ASSISTANCE

None of the Grantsburg Housing Authority's developments or portions of developments have been identified by HUD as being covered under Section 202 for the HUD FY 1996 HUD Appropriations Act. The conversion of Public Housing Units to tenant based assisted housing under the jurisdiction of this agency will not take place at this time.

11. HOME OWNERSHIP PROGRAMS ADMINISTERED BY THIS HOUSING

AU

The Grantsburg Housing Authority does not formally participate in any home ownership programs that are administered under an approved Section 5(h) home ownership program (42USC 1437c[h]), or an approved HOPE I program (42 USC 1437aaa) nor has it applied for or plan to apply to administer any home ownership programs under section 5(h), the HOPE I program, or section 32 of the United States Act of 1937 (42

USC 1437z-4). On an informal basis, the GHA assists eligible tenants in obtaining information for local lending institutions regarding home lending programs targeting low and moderate income individuals and families. The GHA acts as an advocate for these individuals and families. The GHA acts as an advocate for these individuals, providing information to tentative lenders (at the customer's request) regarding rental history and references.

12. COMMUNITY SERVICE AND SELF-SUFFICIENCY PROGRAMS

The Grantsburg Housing Authority as a small agency with less than 250 units, is exempt from completing this section of the Agency Plan. Because of this status, the GHA is exempt from this component of the Agency Plan.

There is no formal agreement between the GHA and the local Aging Agency - The Burnett County Department of Health and Human Services. The GHA does, however, work closely with the local Aging Agency by taking referrals and, with permission, sharing information on mutual clients.

The GHA will continue to employ admissions, occupancy and rent determination policies that encourage and enhance the economic and social self-sufficiency of families we currently assist and those families who seek our assistance in the future.

13. SAFETY AND CRIME PREVENTION

The Grantsburg Housing Authority as a small agency with less than 250 units, is exempt from completing this section of the Agency Plan. The GHA, does, however, promote safety and awareness among its tenants.

14. PET POLICY

The Grantsburg Housing Authority has an established Pet Policy that allows for tenants to have one pet in their unit. Tenants with pets must provide an additional security deposit, proof of appropriate pet licensing with the Village of Grantsburg and proof of all proper shots and vaccinations. The full pet policy may be viewed at the office of the Village of Grantsburg Housing Authority, 213 W. Burnett Ave., Grantsburg, Wisconsin 54840.

15. CIVIL RIGHTS CERTIFICATIONS

Civil Rights Certifications are included in the Plan Certifications of Compliance with the PHA Plans and Related Regulations available for examination before submission to HUD and at the administrative office of the Village of Grantsburg Housing Authority. These documents may be viewed upon request at 213 W. Burnett Ave., Grantsburg, Wisconsin 54840.

16. FISCAL AUDIT

The Grantsburg Housing Authority submits to an annual audit under section 5(h)(2) of the United States Housing Act of 1937 (42 USC 1437c[h]). The most recent audit for FYE 6/31/99 was submitted to HUD. There were no findings as a result of the audit. Copies of this audit and previous audits may be viewed upon request at the office of the Village of Grantsburg Housing Authority at 213 W. Burnett Ave., Grantsburg, Wisconsin 54840.

17. ASSET MANAGEMENT

The Grantsburg Housing Authority as a small agency with less than 250 units, is exempt from completing this section of the Agency Plan.

18. OTHER INFORMATION

No comments have been received from the Resident Advisory Board regarding this agency plan.

At this time no resident serves on the Board of Commissioners. No resident has shown interest in serving in this capacity.

The Grantsburg Housing Authority falls under the Consolidated Plan jurisdiction for the State of Wisconsin. This agency has taken steps to ensure that our agency plan is consistent with the Consolidated Plan for the State of Wisconsin.

The Agency Plan for the Grantsburg Housing Authority will be submitted to the State of Wisconsin, Department of Housing for approval and comment.

PHA PLAN TABLE LIBRARY

Component 7 Capital Fund Program Annual Statement Parts I, II, and III

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number 1999 FFY of Grant Approval ()

•Original Annual Statement

| Line No. | Summary of Development Account | Total EstimatedCost |
|----------|--------------------------------|---------------------|
| 1 | of Non-CCP Funds | |
| 2 | 1406 Operations | 70,250 |
| 2 | 0 Administration | |

| | | |
|---|---|--------|
| 4 | 70 Audit | |
| 5 | 70 Fees and Costs | |
| 6 | 0 Dwelling Structures | |
| 7 | 0 Non Dwelling Equipment | |
| 8 | Amount of Annual Grant (Sum of lines 2-7) | 70,250 |

Annual Statement

Capital Fund Program (CFP) Part II: Estimated Supporting Table

| Development Name | Number HA - Wide Activities | General Description of Major Development Work Categories | Development Account Number | Total Estimated Cost |
|---------------------|-----------------------------------|---|-------------------------------|----------------------|
| | | | | |

This is an estimated amount as we have not yet received notice of our amount.

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

| | | |
|--|---|--|
| Development Number/Name HAA - Wide Activities | All Funds Obligated(Quarter Ending Date) | All Funds Expended(Quarter Ending Date) |
| WI 071 001 | 12/99 | 12/99 |

INTRODUCTION

On October 21, 1998 President Clinton signed into law new Public Housing legislation. This legislation is known as the Quality Housing and Work Responsibility Act of 1998 (QHWRA). Section 511 of this act created the requirement that all Public Housing Agencies that use Federal subsidy must present Public Housing Agency Plans - a Five (5) Year Plan and an Annual Plan. The Five Year Plan must describe the Mission of the PHA and its long range goals and objectives for achieving that mission over the subsequent 5 years. The Annual Plan provides details about the PHA's current programs, operations, services and program participants. The Annual Plan then goes on to detail the PHA's strategy for handling operational concerns, tenants needs and concerns and programs and services for the upcoming fiscal year. Both the Five Year Plan and the Annual Plan require PHAs to examine their existing operations and needs and to design long-range and short-range strategies to address those needs. It is hoped that through this planning mechanism, PHAs will make more efficient use of Federal Assistance, more effectively operate their programs and better serve their clients.

OVERVIEW

The Five Year Plan

In general, the Five Year Plan shall consist of the following components: a statement of the Mission of the Public Housing Agency for serving the needs of low-income and very low-income families within their jurisdiction; a statement of the goals and objectives of the PHA that will enable that agency to serve the needs identified. This Five Year Plan shall be submitted to the Secretary of the Department of Housing and Urban Development by a Public Housing Agency every 5 years and shall be subject to review and revision at that time.

The Annual Plan

Each Public Housing Agency is required to submit an Annual Plan for each fiscal year for which the PHA receives Federal Assistance. The submission is due on or before 75 days prior to the beginning of that PHA's fiscal year. All plans are required to be published during a 45-day public comment period. A public hearing regarding the plan will be held at the end of the comment

period. For each fiscal year after the initial submission, an updated and/or revised plan will be submitted. In developing the plan, the agency is to consult with a Resident Advisory Board and address any comments and/or concerns brought to light by it. All comments and concerns that come to light during the public comment period must also be addressed. The plan must also comply and be consistent with any applicable comprehensive housing affordability strategy or consolidated plan such as the current State of Wisconsin Consolidated Plan for the State's Housing and Community Development Needs. This is the plan that covers the jurisdiction in which the Housing Authority of the Village of Grantsburg is located.

PURPOSE

The Secretary of the Department of Housing and Urban Development, Andrew Cuomo, has long believed that greater efficiency and effectiveness in the use of HUD assistance can be achieved by Public Housing Agencies when such agencies engage in comprehensive planning activities that allow them to examine the needs of the individuals they serve, consult with interested and affected parties, and design strategies to address those needs. Public Housing Authorities are now required to examine their existing operations and needs, and to design long-range and short-range strategies to address those needs. Through this planning mechanism, Public Housing Agencies will make more efficient use of Federal Assistance; more effectively operate their programs, and better serve their customers. Ultimately this plan will serve as a guide for the Public Housing Authority's development and implementation of policies, programs and activities.

The Quality Housing and Work Responsibility act emphasizes a streamlining in operations, by deregulation, consolidation and flexibility of operations. Solid comprehensive planning helps to assure that such changes still retain local accountability by Public Housing Authorities. It is also hoped that this planning process will eventually consolidate Public Housing information into one document for submission to HUD with the Agency Plan as the instrument of that submission. Another goal regarding these submissions is the use of new technologies and automated systems to improve the efficiency and timeliness of reporting. In consideration of such submission, HUD has developed an Agency Plan template that will be an instrument used for electronic submission of plans, report and other required information. This template will standardize submissions and help consolidate information.

The HUD Public Housing Agency Plan Template will provide responses to a number of structured questions designed to provide the most relevant data in a concise manner regarding local operations. It also serves as a central reference point for very detailed information about the local agency. This is accomplished through the template's listing of required supporting documents that must remain on display and serve as a resource library for the community.

The following narrative is a detailed description of the contents of both the Five-year and the annual Agency Plan of the Housing Authority of the Village of Grantsburg, Wisconsin. Public comment will be accepted for a 45-day period from the date of publication of this document. A public hearing will be held on the last day to the public comment period. The official date of publication and the public hearing date will be published in the Burnett County Sentinel, the local newspaper.

It is hoped that this community will take interest in this document, use it to learn more about the operations of the Village of Grantsburg Housing Authority and come to know more about the efforts at work to assure the availability of safe, decent and affordable housing for the citizens of Grantsburg, Wisconsin.

THE FIVE YEAR PLAN FISCAL YEARS BEGINNING 7/1/2000 TO 7/1/2004

MISSION

Mission Statement of the Housing Authority of the Village of Grantsburg, Wisconsin

The Mission of the Housing Authority of the Village of Grantsburg, Wisconsin is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

GOALS

In order to accomplish the Mission of the Housing Authority of the Village of Grantsburg, the following Goals and Objectives have been adopted:

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

PHA GOAL #2:

The Grantsburg Housing Authority will improve the quality of the existing assisted housing unity in its jurisdiction.

OBJECTIVE #1

The Grantsburg Housing Authority will work to improve public housing management by addressing areas of its PHAS (Public Housing Assessment System) scores where needed.

OBJECTIVE #2

The Grantsburg Housing Authority will increase customer satisfaction by working with the already established Resident Advisory Council. The GHA will continue to work with the Resident Council to publish notices of pertinent information as it pertains to them. The GHA will conduct annual inspections of its units in addition to the inspections conducted by PHAs. More frequent inspections will be conducted as deemed necessary by the GHA.

OBJECTIVE #3

The Grantsburg Housing Authority will utilize grant money to continue to renovate and modernize units as necessary.

HUD STRATEGIC GOAL: Improve community quality of life and economic vitality.

PHA GOAL #3

The Grantsburg Housing Authority will strive to improve the quality of life and the economic vitality of the community by assisting its customers in achieving those goals.

OBJECTIVE #1

The Grantsburg Housing Authority has designated Crexway Court Apartments as a facility reserved for elderly/disabled individuals. The GHA will continue this policy as long as it remains in the best interest of its customers to do so.

HUD STRATEGIC GOAL: Promote self-sufficiency and asset development of families and individuals.

GOAL #4

The Grantsburg Housing Authority will promote self-sufficiency and asset development of families and individuals that are customers of the GHA.

OBJECTIVE #1

The Grantsburg Housing Authority will attract supportive services to increase independence for elderly or families with disabilities. The GHA will provide a list of local resources that provide home health care services to those individuals who would not be able to maintain their independence without such assistance.

HUD STRATEGIC GOAL: Ensure Equal Opportunity in Housing for all Americans.

GOAL #5

The Grantsburg Housing Authority will develop and maintain policies that ensure Equal Opportunity in Housing for the citizens of the Grantsburg community and for all Americans.

OBJECTIVE #1

The Grantsburg Housing Authority will undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status and disability. The GHA will accomplish this by abiding by all Fair Housing Laws to insure accessibility to all who apply for housing and who meet eligibility requirements.

OBJECTIVE #2

The Grantsburg Housing Authority will undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size available.

OBJECTIVE #3

The Grantsburg Housing Authority will adopt any new programs, policies and procedures as they become necessary and/or feasible to insure safe, decent and affordable housing to all individuals who apply and meet all eligibility standards as mandated by the Department of Housing and Urban Development.